



**Charleston Library Board Agenda
Monday, November 5, 2018 – 6:30 pm**

1. Call to Order

2. Roll call

Banks Cunningham Droste Keefe Krahnke Monahan Newell
Smallhorn Wiseman

3. Public Comment: none

4. Board President's Comments: none

5. Omnibus Agenda

- A. Approval of the October 1, 2018 Board Meeting Minutes
- B. Acceptance of Director's Weekly Reports
- C. Acceptance of Program Report
- D. Acceptance of Statistics Report
- E. Acceptance of IT Report
- F. Acceptance of Grant and Donations Report
- G. Acceptance of Financial Reports- provided at the meeting
- H. Approval of the bills payable- provided at the meeting

Motion to approve: MM Seconded: BN

Banks Cunningham Droste Keefe Krahnke Monahan Newell
Smallhorn Wiseman

Trivia night at Brickhouse raised \$820 for library. The next one will be December 2019. Phyllis Readon donated \$20000 to the library. The Rural Gateways grant came in for \$1500. This will be used for STEM programming. Julie has left the library to take another position. Plans are to hire 2 part time people. There is water in the reading room again, but it is not as bad as before. Kids space continues to have water issues. Reaching out to the city for help to diagnose the issue. Most of the lights in the library have been switched to LED. Chris went to the middle school in October. 54 students attended. Chris made an appearance on CI Living on 10/16. Halloween story time was well attended. Cosplay program has been drawing interested as the student who worked on the project started working on it at the library. The ACA program was also well attended.

Financials: one more distribution of the property taxes in November. The loan is now under \$200,000.

6. Action Item 2018-11: Recess into Executive Session for the purpose of discussing personnel-5 ILCS 120/2 (c)(1) at 6:43pm P.M.

Motion to approve: JS Seconded: MM
Yeas 8 Nays 0

Christmas bonuses for staff. Chris recommended to keep them the same as last year. There is money in the budget for it for a total of \$1180.

Motion to move out of executive session at 6:45pm

Motion to approve: BW Second: MM

Motion to approve Christmas bonus: BN Seconded: JK

7. Discussion Items

- A. 2018 Fundraising Letter
- B. Rotary Room Upgrades

Full Board Packet available upon request at the service desk.

- a. Chris received proposal for the equipment and installation from Swinderman in Champaign. The cost is \$13,427. Cheryl Snyder has agreed to donate between \$3000 and \$5000 towards the project. Mary will speak to Cheryl about the project and determine a set amount for her donation. Chris is going to look at funding from the Charleston Charitable Foundation.
- C. Urban Butterfly Initiative Updates
 - a. In the process of cleaning out the town branch
- D. November 2018 Book Sale
- E. Review Chapters 9 and 10 of the Trustee Fact Files
- F. Next Board Meeting – Monday, December 3, 2018 at 6:30PM
 - a. Decided to not have a December meeting. Next meeting will be January 7, 2019.
- G. Other?

8. Adjournment

Full Board Packet available upon request at the service desk.